



Bid Number/बोली क्रमांक (बिड संख्या):  
GEM/2025/B/5948279  
Dated/दिनांक : 21-02-2025

### Bid Document/ बिड दस्तावेज़

Bid Details/बिड विवरण	
Bid End Date/Time/बिड बंद होने की तारीख/समय	24-03-2025 15:00:00
Bid Opening Date/Time/बिड खुलने की तारीख/समय	24-03-2025 15:30:00
Bid Offer Validity (From End Date)/बिड पेशकश वैधता (बंद होने की तारीख से)	120 (Days)
Ministry/State Name/मंत्रालय/राज्य का नाम	Ministry Of Finance
Department Name/विभाग का नाम	Department Of Economic Affairs
Organisation Name/संगठन का नाम	Security Printing And Minting Corporation Of India Limited (spmci)
Office Name/कार्यालय का नाम	Janpath
क्रेता ईमेल/Buyer Email	buyer1.spmcils.wb@gembuyer.in
Item Category/मद केटेगरी	Annual Maintenance service-AIR CONDITIONER
Contract Period/अनुबंध अवधि	1 Year(s)
MSE Exemption for Years Of Experience/अनुभव के वर्षों से एमएसई छूट/ and Turnover/टर्नओवर के लिए एमएसई को छूट प्राप्त है	Yes
Startup Exemption for Years Of Experience/अनुभव के वर्षों से स्टार्टअप छूट/ and Turnover/ टर्नओवर के लिए स्टार्टअप को छूट प्राप्त है	Yes
Document required from seller/विक्रेता से मांगे गए दस्तावेज़	Certificate (Requested in ATC),Additional Doc 1 (Requested in ATC),Additional Doc 2 (Requested in ATC),Additional Doc 3 (Requested in ATC),Additional Doc 4 (Requested in ATC) *In case any bidder is seeking exemption from Experience / Turnover Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer
Do you want to show documents uploaded by bidders to all bidders participated in bid?/	No
Bid to RA enabled/बिड से रिवर्स नीलामी सक्रिय किया	No
Type of Bid/बिड का प्रकार	Two Packet Bid

**Bid Details/बिड विवरण**

<b>Time allowed for Technical Clarifications during technical evaluation/तकनीकी मूल्यांकन के दौरान तकनीकी स्पष्टीकरण हेतु अनुमत समय</b>	7 Days
<b>Evaluation Method/मूल्यांकन पद्धति</b>	Total value wise evaluation
<b>Financial Document Indicating Price Breakup Required/मूल्य दर्शाने वाला वित्तीय दस्तावेज ब्रेकअप आवश्यक है</b>	Yes
<b>Arbitration Clause</b>	No
<b>Mediation Clause</b>	No

**EMD Detail/ईएमडी विवरण**

Advisory Bank/एडवाइजरी बैंक	State Bank of India
EMD Amount/ईएमडी राशि	10000

**ePBG Detail/ईपीबीजी विवरण**

Advisory Bank/एडवाइजरी बैंक	State Bank of India
ePBG Percentage(%) / ईपीबीजी प्रतिशत (%)	5.00
Duration of ePBG required (Months) / ईपीबीजी की अपेक्षित अवधि (महीने).	14

(a). EMD EXEMPTION: The bidder seeking EMD exemption, must submit the valid supporting document for the relevant category as per GeM GTC with the bid. Under MSE category, only manufacturers for goods and Service Providers for Services are eligible for exemption from EMD. Traders are excluded from the purview of this Policy./जेम की शर्तों के अनुसार ईएमडी छूट के इच्छुक बिडर को संबंधित केटेगरी के लिए बिड के साथ वैध समर्थित दस्तावेज प्रस्तुत करने हैं। एमएसई केटेगरी के अंतर्गत केवल वस्तुओं के लिए विनिर्माता तथा सेवाओं के लिए सेवा प्रदाता ईएमडी से छूट के पात्र हैं। व्यापारियों को इस नीति के दायरे से बाहर रखा गया है।

(b). EMD & Performance security should be in favour of Beneficiary, wherever it is applicable./ईएमडी और संपादन जमानत राशि, जहां यह लागू होती है, लाभार्थी के पक्ष में होनी चाहिए।

**Beneficiary/लाभार्थी :**

S P M Corporation of India Limited  
Payable at Kolkata  
(S P M Corporation Of India Limited)

**MII Compliance/एमआईआई अनुपालन**

MII Compliance/एमआईआई अनुपालन	Yes
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**MSE Purchase Preference/एमएसई खरीद वरीयता**

MSE Purchase Preference/एमएसई खरीद वरीयता

Yes

1. If the bidder is a Micro or Small Enterprise as per latest definitions under MSME rules, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
2. If the bidder is a Startup, the bidder shall be exempted from the requirement of "Bidder Turnover" criteria and "Experience Criteria" subject to their meeting of quality and technical specifications. If the bidder is OEM of the offered products, it would be exempted from the "OEM Average Turnover" criteria also subject to meeting of quality and technical specifications. In case any bidder is seeking exemption from Turnover / Experience Criteria, the supporting documents to prove his eligibility for exemption must be uploaded for evaluation by the buyer.
3. Purchase preference to Micro and Small Enterprises (MSEs): Purchase preference will be given to MSEs as defined in Public Procurement Policy for Micro and Small Enterprises (MSEs) Order, 2012 dated 23.03.2012 issued by Ministry of Micro, Small and Medium Enterprises and its subsequent Orders/Notifications issued by concerned Ministry. If the bidder wants to avail the Purchase preference for services, the bidder must be the Service provider of the offered Service. Relevant documentary evidence in this regard shall be uploaded along with the bid in respect of the offered service. If L-1 is not an MSE and MSE Service Provider (s) has/have quoted price within L-1+ 15% of margin of purchase preference /price band as defined in the relevant policy, then 100% order quantity will be awarded to such MSE bidder subject to acceptance of L1 bid price. The buyers are advised to refer to the [OM No.1 4 2021 PPD dated 18.05.2023](#) for compliance of Concurrent application of Public Procurement Policy for Micro and Small Enterprises Order, 2012 and Public Procurement (Preference to Make in India) Order, 2017. Benefits of MSE will be allowed only if the credentials of the service provider are validated on-line in GeM profile as well as validated and approved by the Buyer after evaluation of submitted documents.
4. Estimated Bid Value indicated above is being declared solely for the purpose of guidance on EMD amount and for determining the Eligibility Criteria related to Turn Over, Past Performance and Project / Past Experience etc. This has no relevance or bearing on the price to be quoted by the bidders and is also not going to have any impact on bid participation. Also this is not going to be used as a criteria in determining reasonableness of quoted prices which would be determined by the buyer based on its own assessment of reasonableness and based on competitive prices received in Bid / RA process.

**Additional Qualification/Data Required/अतिरिक्त योग्यता /आवश्यक डेटा**

**Site Address/ Pre Bid Meeting venue and date:**India Government Mint, Kolkata

**Specific Scope:**[1739858679.pdf](#)

**Annual Maintenance Service-AIR CONDITIONER ( 12 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Amc Category	Air Conditioner-IS 1391
Type Of AIR CONDITIONER	Floor Standing Split AC
Amc Brand	AMC of Floor Standing AC
Nominal Cooling Capacity in TON	Other/ assorted rating (as specified under specific Scope by Buyer)
Vintage	Floor Standing AC
Technology of Air Conditioner	Floor Standing AC

Specification	Values
Number of Routine/ Preventive Maintenance Service Per Year	Periodical Preventive servicing once in every month
Condition of Air Conditioners (AT THE TIME OF BIDDING)	Under AMC and Functional
Type of AMC	Comprehensive
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity	Additional Requirement/अतिरिक्त आवश्यकता
1	Mr.Sugata Bandyopadhyay	700053,India Govt Mint, Alipore Kolkata , West Bengal	12	N/A

**Annual Maintenance Service-AIR CONDITIONER ( 2 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Amc Category	Air Conditioner-IS 1391
Type Of AIR CONDITIONER	Window AC
Amc Brand	AMC of 2 tr Window AC
Nominal Cooling Capacity in TON	2.0 Ton/6000 kcal/hr
Vintage	AMC of 2 tr Window AC
Technology of Air Conditioner	AMC of 2 tr Window AC
Number of Routine/ Preventive Maintenance Service Per Year	Periodical Preventive servicing once in every month
Condition of Air Conditioners (AT THE TIME OF BIDDING)	Under AMC and Functional
Type of AMC	Comprehensive
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity	Additional Requirement/अतिरिक्त आवश्यकता
1	Mr.Sugata Bandyopadhyay	700053,India Govt Mint, Alipore Kolkata , West Bengal	2	N/A

**Annual Maintenance Service-AIR CONDITIONER ( 3 )****Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Amc Category	Air Conditioner-IS 1391
Type Of AIR CONDITIONER	22tr Ductable packaged AC
Amc Brand	Ductable packaged AC
Nominal Cooling Capacity in TON	Other/ assorted rating (as specified under specific Scope by Buyer)
Vintage	Ductable packaged AC
Technology of Air Conditioner	Ductable packaged AC
Number of Routine/ Preventive Maintenance Service Per Year	Periodical Preventive servicing once in every month
Condition of Air Conditioners (AT THE TIME OF BIDDING)	Under AMC and Functional
Type of AMC	Comprehensive
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़****Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity	Additional Requirement/अतिरिक्त आवश्यकता
1	Mr.Sugata Bandyopadhyay	700053,India Govt Mint, Alipore Kolkata , West Bengal	3	N/A

**Annual Maintenance Service-AIR CONDITIONER ( 9 )****Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Amc Category	Air Conditioner-IS 1391
Type Of AIR CONDITIONER	High Wall Split AC
Amc Brand	AMC of 2 tr Split AC
Nominal Cooling Capacity in TON	2.0 Ton/6000 kcal/hr
Vintage	AMC of 2 tr Split AC
Technology of Air Conditioner	AMC of 2 tr Split AC
Number of Routine/ Preventive Maintenance Service Per Year	Periodical Preventive servicing once in every month
Condition of Air Conditioners (AT THE TIME OF BIDDING)	Under AMC and Functional
Type of AMC	Comprehensive
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़****Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity	Additional Requirement/अतिरिक्त आवश्यकता
1	Mr.Sugata Bandyopadhyay	700053,India Govt Mint, Alipore Kolkata , West Bengal	9	N/A

**Annual Maintenance Service-AIR CONDITIONER ( 17 )****Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Amc Category	Air Conditioner-IS 1391
Type Of AIR CONDITIONER	Window AC
Amc Brand	AMC of Window AC
Nominal Cooling Capacity in TON	1.5 Ton/4500 Kcal/hr

Specification	Values
Vintage	AMC of Window AC
Technology of Air Conditioner	AMC of Window AC
Number of Routine/ Preventive Maintenance Service Per Year	Periodical Preventive servicing once in every month
Condition of Air Conditioners (AT THE TIME OF BIDDING)	Under AMC and Functional
Type of AMC	Comprehensive
<b>Addon(s)/एडऑन</b>	

**Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़**

**Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी**

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity	Additional Requirement/अतिरिक्त आवश्यकता
1	Mr.Sugata Bandyopadhyay	700053,India Govt Mint, Alipore Kolkata , West Bengal	17	N/A

**Annual Maintenance Service-AIR CONDITIONER ( 42 )**

**Technical Specifications/तकनीकी विशिष्टियाँ**

Specification	Values
<b>Core</b>	
Amc Category	Air Conditioner-IS 1391
Type Of AIR CONDITIONER	High Wall Split AC
Amc Brand	AMC of Split AC
Nominal Cooling Capacity in TON	1.5 Ton/4500 Kcal/hr
Vintage	AMC of Split AC
Technology of Air Conditioner	AMC of Split AC
Number of Routine/ Preventive Maintenance Service Per Year	Periodical Preventive servicing once in every month
Condition of Air Conditioners (AT THE TIME OF BIDDING)	Under AMC and Functional
Type of AMC	Comprehensive
<b>Addon(s)/एडऑन</b>	

## Additional Specification Documents/अतिरिक्त विशिष्टि दस्तावेज़

### Consignees/Reporting Officer/परेषिती/रिपोर्टिंग अधिकारी

S.No./क्र. सं.	Consignee Reporting/Officer/ परेषिती/रिपोर्टिंग अधिकारी	Address/पता	Quantity	Additional Requirement/अतिरिक्त आवश्यकता
1	Mr.Sugata Bandyopadhyay	700053,India Govt Mint, Alipore Kolkata , West Bengal	42	N/A

### Buyer Added Bid Specific Terms and Conditions/क्रेता द्वारा जोड़ी गई बिड की विशेष शर्तें

#### 1. Generic

OPTION CLAUSE: The buyer can increase or decrease the contract quantity or contract duration up to 25 percent at the time of issue of the contract. However, once the contract is issued, contract quantity or contract duration can only be increased up to 25 percent. Bidders are bound to accept the revised quantity or duration

#### 2. Certificates

Bidder's offer is liable to be rejected if they don't upload any of the certificates / documents sought in the Bid document, ATC and Corrigendum if any.

#### 3. Service & Support

AVAILABILITY OF OFFICE OF SERVICE PROVIDER: An office of the Service Provider must be located in the state of Consignee. DOCUMENTARY EVIDENCE TO BE SUBMITTED.

#### 4. Forms of EMD and PBG

Bidders can also submit the EMD with Account Payee Demand Draft in favour of

S P M Corporation of India Limited  
payable at  
Kolkata

Bidder has to upload scanned copy / proof of the DD along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

#### 5. Forms of EMD and PBG

Bidders can also submit the EMD with Fixed Deposit Receipt made out or pledged in the name of A/C

S P M Corporation of India Limited

. The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of EMD, the FDR will be released in the favour of the bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Bidder has to upload scanned copy/ proof of the FDR along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date/ Bid Opening date

#### 6. Forms of EMD and PBG



Bidders can also submit the EMD with Banker's Cheque in favour of

S P M Corporation of India Limited  
payable at  
Kolkata

. Bidder has to upload scanned copy / proof of the BC along with bid and has to ensure delivery of hardcopy to the Buyer within 5 days of Bid End date / Bid Opening date.

#### **7. Forms of EMD and PBG**

Bidders can also submit the EMD with Payment online through RTGS / internet banking in Beneficiary name

S P M Corporation of India Limited  
Account No.  
40721855110  
IFSC Code  
SBIN0000205  
Bank Name  
State Bank of India  
Branch address  
New Alipore, Kolkata

. Bidder to indicate bid number and name of bidding entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer along with bid.

#### **8. Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Account Payee Demand Draft also (besides PBG which is allowed as per GeM GTC). DD should be made in favour of

S P M Corporation of India Limited  
payable at  
Kolkata

. After award of contract, Successful Bidder can upload scanned copy of the DD in place of PBG and has to ensure delivery of hard copy to the original DD to the Buyer within 15 days of award of contract.

#### **9. Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Fixed Deposit Receipt also (besides PBG which is allowed as per GeM GTC). FDR should be made out or pledged in the name of

S P M Corporation of India Limited  
A/C (Name of the Seller). The bank should certify on it that the deposit can be withdrawn only on the demand or with the sanction of the pledgee. For release of Security Deposit, the FDR will be released in favour of bidder by the Buyer after making endorsement on the back of the FDR duly signed and stamped along with covering letter. Successful Bidder has to upload scanned copy of the FDR document in place of PBG and has to ensure delivery of hard copy of Original FDR to the Buyer within 15 days of award of contract.

#### **10. Forms of EMD and PBG**

Successful Bidder can submit the Performance Security in the form of Payment online through RTGS / internet banking also (besides PBG which is allowed as per GeM GTC). On-line payment shall be in Beneficiary name

S P M Corporation of India Limited  
Account No.  
40721855110  
IFSC Code  
SBIN0000205  
Bank Name  
State Bank of India

Branch address  
New Alipore, Kolkata

. Successful Bidder to indicate Contract number and name of Seller entity in the transaction details field at the time of on-line transfer. Bidder has to upload scanned copy / proof of the Online Payment Transfer in place of PBG within 15 days of award of contract.

#### 11. **Buyer Added Bid Specific ATC**

Buyer Added text based ATC clauses

##### **1. Terms and Conditions:**

Guidelines of SPMCIL Procurement Manual Version 3.0 will be applicable to this bid at any stage to avoid any conflict at later stage. Kindly refer GIT and GCC of SPMCIL Procurement Manual Version 3.0 for additional terms and conditions as per the links given below:

General Instruction to Tenderer (GIT): <https://igmkolkata.spmcil.com/wp-content/uploads/2024/05/GIT.pdf>

General Conditions of Contract (GCC): <https://igmkolkata.spmcil.com/wp-content/uploads/2024/05/GCC.pdf>

##### **2. Delivery Period:**

Contract will be valid for a period of One (1) year i.e. 12 months from date of issue of Contract.

##### **3. Terms and Mode of payments:**

Payment shall be made on quarterly basis upon successful service provided at site subject to submission of bills which must be certified by User Section of India Govt. Mint Kolkata mentioning that work has been completed as per conditions of work order/ Purchase order.

##### **4. Insurance:**

The supplier shall make arrangements for insuring the goods/services against loss or damage, incidental to manufacture or acquisition, transportation, storage and delivery. The Supplier shall be responsible till the entire goods contracted for arrive in good condition at destination. The transit risk in this respect shall be covered by the supplier by getting the goods duly insured. The insurance cover shall be obtained by the supplier in its own name not in the name of India Government Mint, Kolkata or its consignee. For details please refer to clause 12 of General Conditions of Contract (GCC).

##### **5. Quantum of LD:**

If the supplier fails to deliver any or all of the goods or fails to perform the services within the time frame(s) incorporated in the contract, India Govt. Mint, Kolkata shall, without prejudice to other rights and remedies available to India Govt. Mint, Kolkata under the contract, deduct from the contract price, as liquidated damages, a sum equivalent to the 0.5% of the delivered price of the delayed goods and/ or services for each week of delay or part thereof until actual delivery or performance, subject to a maximum deduction of the 10% of the delayed goods' or services' contract price(s).

**6.** The total cost inclusive of all as cited above on FOR India Govt. Mint, Kolkata (W.B) basis should be indicated clearly both in words and figures in the price bid.

**7.** Documentary evidence to be submitted towards PAN & GST Registration Certificate.

**8.** Participating Bidder must submit sealed and signed copy of entire GeM bid document including the Scope of Work(Annexure-I). Also the participating bidder must submit sealed & signed **Annexure-II** in their letter head & checklist attached under Scope of Work.

**9.** All the supporting documents submitted along with this bid should be signed and sealed by the authorized signatory of the firm mandatorily. The bid document shall not contain any erasure or overwriting, except as necessary to correct any error made by the tenderer and, if there is any such correction; the same shall be initialled by the person(s) signing the tender.

**10.** The supplier has to provide GeM invoice during submission of bill for payment.

##### **11. Price Schedule:**

**While quoting the price through GeM portal, the detailed price breakup along with GST percentage must be mentioned and attached as pdf in the document attachment option of price bid mandatorily.** Do not upload financial documents related to financial standings like audited balance sheets in the document attachment field of price bid, attach only the detailed price breakup of the quotation as mentioned above. Detailed price breakup of the quotation must be in the format as attached in the end of this bid document.

Price to be mentioned only in price bid not in Techno commercial bid or any other place. If it is mentioned any other part other than price bid, the offer will be rejected.

## **12. Qualification/ Eligibility Criteria**

**The bidder firm should meet following eligibility criteria to qualify: -**

**(a) For MSE/Start-up firm:** The bidder must have capability to provide the relevant services.

**(b) For other firm- Experience and past performance:** The bidder should have experience of having successfully supplied relevant services of Rs.2.02 Lakhs in any one of the last five years ending on 31.03.2024.

Note:

**(i) Relevant Services means: "Annual Maintenance Contract of Air Conditioner, Comprehensive Annual Maintenance Contract of Air Conditioner, Installation & un-installation of Air Conditioner".**

(ii) Participating bidder needs to submit all related documents along with the bid.

(iii) In support of Experience & Past Performance copy of supply/ work order; respective completion certificate and contact details of clients (previous buyer of the services) to be enclosed along with the tender.

(iv) All copy of supply/ work order; respective completion certificate and contact details of clients: in support of experience, past performance should be authenticated by the by the person authorized to sign the tender on behalf of the bidder.

(v) In support of the Capability, the bidder has to submit copy of supporting documents i.e. Copies of Purchase Orders & their Completion Certificates & other relevant documents etc.

(vi) For verifying the capability/capacity, India Government Mint, Kolkata reserves the right to depute its authorized representatives at the worksites of the bidder. In the event, the firm is found not having capability/capacity, their offer is liable to be rejected.

## **13. MSME & Make in India Status:**

In case any bidder is submitting their bid as MSME and/or MII, the firm must be registered as a MSME & MII in GeM portal and Self-declaration along with documentary evidence in this regard must be submitted declaring that their MSME & MII status is updated in GeM portal also. In further evaluation stage if it is found that the firm is not registered as MSME and/or MII in GeM, but MSME certificate and/or MII declaration is submitted along with the bid, no exemption will be given and their offer may be rejected.

## **14. Price Preference for MSE:**

Being a Non-Split-able or non-dividable bid, the MSE quoting price within price band L1 + 15% will be awarded full/complete supply of total tendered value provided they agree to match the L1 price, considering spirit of policy for enhancing the Govt. procurement from MSE.

## **15. Eligible Goods and Services (Origin of Goods & Services):**

(i) All goods and services to be supplied and provided for the contract shall have the origin in India or in the countries with which the Government of India has trade relations.

(ii) The word "origin" incorporated in this clause means the place from where the goods are mined, cultivated, grown, manufactured, produced or processed or from where the goods & service are arranged.

## **16. Special Condition:**

Supplier should file the returns pertaining to TCS (Section 206C (1H) for TCS collected, in the time and provide the TCS certificate to IGMK. In case of any Credit loss to IGMK by way of their failure to file Returns a

and provide TCS certificate in time, India Government Mint, Kolkata reserves the right to recover the amount equivalent to TCS paid along with applicable interest from the payment of further supplies.

**17. GST Return:**

Supplier should file the GST return for outward supplies in time. In case of any loss to India Government Mint, Kolkata by way of their failure to file GST Returns in time India Government Mint, Kolkata reserves the right to withhold the payment of further supplies till production of evidence. Any liability which will occur on account of non-compliance of e-way bill, GST provision or any other applicable law will be borne by the supplier.

**18. Consignee:**

General Manager & HoD, India Government Mint, Alipore, Kolkata, West Bengal, Pin – 700053.

**On the consignment please mention the following details:**

**Order No :**                                      **Packing No :**                                      **Net Weight :**                                      **Gross Weight :**

**19. Resolution of Disputes:**

If dispute or difference of any kind shall arise between India Government Mint, Kolkata and the supplier in connection with or relating to the contract, the parties shall make every effort to resolve the same amicably by mutual consultations. If the parties fail to resolve their dispute or difference by such mutual consultation within 21 days of its occurrence, then, depending on the position of the case, either the purchaser or the supplier shall give notice to the other party of its intention to commence arbitration. When the contract is with a domestic supplier, the applicable arbitration procedure will be as per Indian Arbitration and Conciliation Act, 1996 as amended by Arbitration and Conciliation (Amendment) Act, 2015 and 2021. Mode of settlement of such contractual disputes/ differences shall be through Arbitration, to the India International Arbitration Centre.

**20. Risk Purchase Clause :**

(a) If the supplier after submission of tender and due acceptance of the same, i.e. after notification of award of contract fails to abide by the terms and conditions of these tender documents, or fails to supply the deliverables as per delivery schedule given or at any time repudiates the contract, the purchaser shall have the right to:

(i) Invoke the Security-cum-Performance Guarantee if deposited by the supplier and procure stores from other agencies at the risk and consequence of the supplier. The cost difference between the alternative arrangement and supplier tendered value will be recovered from the supplier.

(b) Supplier has to abide by all the terms and conditions of tender.

(c) In case of procurement through alternative sources and if procurement price is lower, no benefit on this account will be passed on to the supplier.

**21. Quality Control Requirements:**

Quality of Services: Free from all technical defects, in compliance with our Technical Specification

i) Goods/service supplied not in conformity with tender specification will be treated as goods/service not supplied at all and supplier shall take supplied material not conforming to order specification back within 15 days. Goods/service shall be delivered by the supplier in accordance with the terms and conditions specified in the contract failing which expenses of keeping goods at purchaser's premises may be levied on supplier.

ii) Delivery date will be calculated from the date goods/services are received in acceptable quality in accordance with technical specification.

**22. Anti-Bribery Management System (ABMS):**

By participating in this tender, the suppliers/Vendors/ Contractors are deemed to have undertaken that they shall not give or take, any financial or non-financial bribe, to or from anyone during the tender or during the execution of the contract thereafter and if they notice any such incident happening, they shall report it to Vigilance.

**23. All safety and security of the workmen is the sole responsibility of the awarded firm itself and in case of**

f any unwanted incidents India Government Mint, Kolkata authorities would not be liable under any circumstances.

#### 24. Disclaimer:

The issue of this Bid Document does not imply that the Purchaser is bound to select Bidder(s) and the Purchaser reserves the right to reject all or any of the Bidders or Bids or to decide to drop the procurement process at any stage without assigning any reason.

#### 25. The bidder has to submit documents as per following Check list as given below along with the Technical bid documents without fail:

1	Entire Tender Document Duly Seal & Signed on every page including Scope of Work as per Annexure-I, as an acceptance of all terms & conditions of the tender
2	Submitted the documents as per Qualification / Eligibility criteria as per Clause 12 of buyer added bid specific ATC
3	Documentary evidence towards PAN & GST Registration Certificate
4	Sealed & Signed Declaration (Annexure -II attached in technical specification)
5	Proof of EMD (scanned copy) as applicable or any exemption certificate
6	Documentary/undertaking against Make in India Status i.e. being a Class I/ Class II supplier with details of percentage

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#### **\*FOR ANY OTHER QUERIES, FIRMS MAY CONTACT IN THE BELOW DETAILS:**

**Ph. No. 033 - 2401 4132,33,34,35, (Extension 336/ 319/ 326);**

**Email: [purchase.igmk@spmci.com](mailto:purchase.igmk@spmci.com)**

#### 12. Buyer Added Bid Specific ATC

Buyer uploaded ATC document [Click here to view the file.](#)

### **Disclaimer/अस्वीकरण**

The additional terms and conditions have been incorporated by the Buyer after approval of the Competent Authority in Buyer Organization, whereby Buyer organization is solely responsible for the impact of these clauses on the bidding process, its outcome, and consequences thereof including any eccentricity / restriction arising in the bidding process due to these ATCs and due to modification of technical specifications and / or terms and conditions governing the bid. If any clause(s) is / are incorporated by the Buyer regarding following, the bid and resultant contracts shall be treated as null and void and such bids may be cancelled by GeM at any stage of bidding process without any notice:-

1. Definition of Class I and Class II suppliers in the bid not in line with the extant Order / Office Memorandum issued by DPIIT in this regard.
2. Seeking EMD submission from bidder(s), including via Additional Terms & Conditions, in contravention to exemption provided to such sellers under GeM GTC.
3. Publishing Custom / BOQ bids for items for which regular GeM categories are available without any Category item bunched with it.
4. Creating BoQ bid for single item.

5. Mentioning specific Brand or Make or Model or Manufacturer or Dealer name.
6. Mandating submission of documents in physical form as a pre-requisite to qualify bidders.
7. Floating / creation of work contracts as Custom Bids in Services.
8. Seeking sample with bid or approval of samples during bid evaluation process. (However, in bids for [attached categories](#), trials are allowed as per approved procurement policy of the buyer nodal Ministries)
9. Mandating foreign / international certifications even in case of existence of Indian Standards without specifying equivalent Indian Certification / standards.
10. Seeking experience from specific organization / department / institute only or from foreign / export experience.
11. Creating bid for items from irrelevant categories.
12. Incorporating any clause against the MSME policy and Preference to Make in India Policy.
13. Reference of conditions published on any external site or reference to external documents/clauses.
14. Asking for any Tender fee / Bid Participation fee / Auction fee in case of Bids / Forward Auction, as the case may be.
15. Any ATC clause in contravention with GeM GTC Clause 4 (xiii)(h) will be invalid. In case of multiple L1 bidders against a service bid, the buyer shall place the Contract by selection of a bidder amongst the L-1 bidders through a Random Algorithm executed by GeM system.

Further, if any seller has any objection/grievance against these additional clauses or otherwise on any aspect of this bid, they can raise their representation against the same by using the Representation window provided in the bid details field in Seller dashboard after logging in as a seller within 4 days of bid publication on GeM. Buyer is duty bound to reply to all such representations and would not be allowed to open bids if he fails to reply to such representations.

**All GeM Sellers / Service Providers are mandated to ensure compliance with all the applicable laws / acts / rules including but not limited to all Labour Laws such as The Minimum Wages Act, 1948, The Payment of Wages Act, 1936, The Payment of Bonus Act, 1965, The Equal Remuneration Act, 1976, The Payment of Gratuity Act, 1972 etc. Any non-compliance will be treated as breach of contract and Buyer may take suitable actions as per GeM Contract.**

This Bid is governed by the [General Terms and Conditions/सामान्य नियम और शर्तें](#), conditions stipulated in Bid and [Service Level Agreement](#) specific to this Service as provided in the Marketplace. However in case if any condition specified in General Terms and Conditions/सामान्य नियम और शर्तें is contradicted by the conditions stipulated in Service Level Agreement, then it will over ride the conditions in the General Terms and Conditions.

In terms of GeM GTC clause 26 regarding Restrictions on procurement from a bidder of a country which shares a land border with India, any bidder from a country which shares a land border with India will be eligible to bid in this tender only if the bidder is registered with the Competent Authority. While participating in bid, Bidder has to undertake compliance of this and any false declaration and non-compliance of this would be a ground for immediate termination of the contract and further legal action in accordance with the laws./जेम की सामान्य शर्तों के खंड 26 के संदर्भ में भारत के साथ भूमि सीमा साझा करने वाले देश के बिडर से खरीद पर प्रतिबंध के संबंध में भारत के साथ भूमि सीमा साझा करने वाले देश का कोई भी बिडर इस निविदा में बिड देने के लिए तभी पात्र होगा जब वह बिड देने वाला सक्षम प्राधिकारी के पास पंजीकृत हो। बिड में भाग लेते समय बिडर को इसका अनुपालन करना होगा और कोई भी गलत घोषणा किए जाने व इसका अनुपालन न करने पर अनुबंध को तत्काल समाप्त करने और कानून के अनुसार आगे की कानूनी कार्यवाई का आधार होगा।

**---Thank You/धन्यवाद---**

# Annexure-I

## CAMC of different types of Air Conditioners in Various Sections of India Government Mint, Kolkata

Details of various Air Conditioners installed in India Government Mint, Kolkata:

### Schedule 1

AMC of floor standing ACs

Sl. No	Location	Qty.	Total Number of AC's	Age of SAC unit in years
1	Jewellery section	4 nos.	12 nos.	3 years
2	Color Medal Press	1 no.		
3	Scan Coin section	5 nos.		
4	SR Cell	2 nos.		

### Schedule 2

AMC of 2tr Window ACs

Sl. No	Location	Qty.	Total Number of AC's	Age of SAC unit in years
1	Inside Factory	2 nos.	2 nos.	1-2 years

### Schedule 3

AMC of 22 TR ductable Packaged AC

Sl. No	Location	Qty.	Total Number of AC's	Age of SAC unit in years
1	Inside Factory	3 nos.	3 nos.	5-6 years

### Schedule 4

AMC of 2tr Split AC's

Sl. No	Location	Qty.	Total Number of AC's	Age of SAC unit in years
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1	Admin Building, Inside Factory, IGMK Dispensary, Guest House, CMO Bungalow	9 nos.	9 nos.	3 - 5Yr aged AC: 1 NOs 5Yr + aged Acs: 8 Nos
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## Schedule 5

AMC of 1.5 tr Window ACs

Sl. No	Location	Qty.	Total Number of AC's	Age of SAC unit in years
1	Admin Building, Inside Factory, IGMK Dispensary, Guest House, CMO Bungalow	17 nos.	17 nos.	3 - 5Yr aged AC: 11 NOs 5Yr + aged Acs: 6NOs

## Schedule 6

AMC of 1.5 tr Split ACs

Sl. No	Location	Qty.	Total Number of AC's	Age of SAC unit in years
1	Admin Building, Inside Factory, IGMK Dispensary, Guest House, CMO Bungalow	42 nos.	42 nos.	3 - 5Yr aged AC: 30 NOs 5Yr + aged Acs: 11 Nos 1-2YR aged Acs: 1 Nos

## Scope of Work for all above Schedules 1 to 6:

Periodical preventive servicing will be done once in every month.

On award of contract, India Government Mint, Kolkata will provide a servicing schedule to the contractor/firm. The firm has to do one regular service for each AC as per the schedule.

- Thorough Washing of filters, drain tray, cleaning of drain pipe, cleaning evaporator with chemicals/brush, & washing of outdoor unit with jet pump.
- Checking of output performance / cooling capacity for all the ACs.

Then identify the less performing or defective ACs (or if any complain from India Government Mint, Kolkata) & then rectify the same including below check points:



- Checking of current load.
- Checking of blower fan & fan motor.
- Checking of refrigerant gas pressure.
- Checking leakage and arrest if any.
- Any other work to rectify any fault and to make the unit operational.

On completion of the job, the technician has to show effective cooling of the machine by checking following parameters, by measuring temperature of the cabin (ref Annexure-A)

On completion of the job, the firm has to submit a servicing report in a prescribed format provided by India Government Mint, Kolkata.

The firm has to submit the service report along with bill in each quarter for processing payment.

### **Breakdown Call Maintenance work for All ACs (Annexure-I)**

The firm has to keep all the ACs operational throughout the contract period.

On failure of any AC any time within the contract period, India Government Mint, Kolkata team will intimate the firm. The firm has to attend within 24 hrs from the time of reporting the complaint.

If firm fails to attend the breakdown call within 24 hrs from the time of reporting the complaint, 1% of the Monthly bill shall be penalized to the firm, for each such deviance.

On completion of the job, the firm has to submit a maintenance report in a prescribed format provided by India Government Mint, Kolkata.

The firm has to submit these maintenance reports along with bill in each quarter for processing payment.

### **General Scope & Conditions: -**

There will be no extra charge for any repairing or maintenance work.

All defective spares will be supplied by firm except compressor. No extra charge will be given for any leakage repairing, leakage testing, and gas charging including refrigerant top up if any.

Remote Controls shall be provided free of cost by the firm, if found defective-upto 15 nos. maximum.

There are different types of Acs like 22 Tr ductable packaged Acs, 16.5 Tr ductable packaged AC, 4 Tr floor standing Acs, window Acs and spilt Acs, so the firm need to send experienced technician to carry out the specific job.

Providing all necessary tools & machines shall be under the scope of the contractor.

The deputed service engineer & technicians shall follow all standard safety precaution and any accidents shall be in scope of the contractor.

The job includes working at height approximately 6 meter. Providing necessary safety arrangements/PPE shall be under the scope of the contractor.

Reinstallation (including dismantling) of split/Window Acs as per requirement of India Government Mint, Kolkata: 10 Nos.

Supply of ACs shall be under scope of India Government Mint, Kolkata.

All installation related work under the scope of contractor including copper piping, brazing, welding, insulation, Gas top-up etc.

Supply of extra copper pipe up to 5m, drain pipe up to 5m per, stand per installation shall be under scope of the firm.

Stand fitting, drilling, mounting or any other job related to installation shall be under the scope of vender.

### **AC Parameters (Annexure-A)**

AC Parameter for servicing

Sl. No.	Observations	Result
1	Suction Pressure(psi)  1. For R 22 Gas: 2. For R 407C gas: 3.For R410A gas:	  135-150(psi) 160-175(psi) 230-245(psi)

2	Current drawn by the compressor(Amps)	Max 9 amp for 1.5 tr AC
3	Grill Temperature( Degree C)	16-18 degree celsius
4	Return Air Temperature( Degree C)	24-26 degree celsius
5	Room Temperature( Degree C)	22-24 degree celsius
6	Incoming Voltage to the machines (Volts)	Single phase: 230V AC; 3 phase: 440 V AC; 3 phase 440 V AC

**GeM Bid Document No. : .....dated. ....  
(To be submitted on the letter head of the bidder)**

**DECLARATION**

We do hereby declare that,

1. We have not been blacklisted/ debarred by BNPMIPL/BRBNMPL/SPMCIL or any Govt. Departments for participation in tenders. The information provided above is correct and true to the best of my knowledge and belief.
2. We do hereby declare that we have read and understood all terms and conditions of tender document including Technical Specification, Quality Control Criteria, Buyer added bid specific ATC and confirm to abide to those conditions without any counter conditions.
3. "We are accepting all the terms and conditions of this GeM tender document unconditionally without any deviations"
4. We do accept all the terms and conditions of GIT & GCC link given in buyer added bid specific ATC without any deviation.

Signature .....

Name .....

Designation .....

Date .....

Stamp of the Organization .....

## Annexure-III

### **IMPORTANT**

Before submission of Tender, please fill up & submit the following points in your company letter head duly sealed & signed.

We have submitted following documents:

1. Entire GeM Bid document duly sealed & signed every page (including Annexure I & Annexure II duly filled sealed and signed)
2. Documentary evidence towards PAN & GST Registration Certificate duly sealed and signed.
3. Documentary/undertaking against Make in India Status i.e: being a Class I/Class II Supplier with details of Percentage
4. The firms participating as MSE/NSIC/DIC/Start-up India Campaign, needs to enclose certificates containing validity.
5. If participating as MSME, then please mention Category of MSME Firm: SC/ST/GEN. Owner of the company Male/Female.
6. For MSE & Start-Up bidders: Relevant documents (i.e: Copies of Purchase Orders & their Completion Certificates etc.) for Capability
7. For other bidders Copies of Purchase Orders & their Completion Certificates for Past Experience.
8. We have quoted price only in Price Bid and not in Techno-commercial Bid.

#### **Note:**

**The above document must be enclosed otherwise tender will be rejected.**

## **PRICE SCHEDULE**

### **Schedule 1: AMC of floor standing AC's (As details mentioned in Scope of Work, Annexure-I) (Price to be quoted inclusive of all, complete in all respect)**

Quantity: 12 Numbers

Basic Price / 1 Number:

Other Charges (If any):

GST/ 1 Number:

Total Price including all for 1 Number:

Total Price for 12 Numbers on 'FOR India Govt. Mint, Kolkata' basis:

Total Price for 12 Numbers on 'FOR India Govt. Mint, Kolkata' basis in words:

### **Schedule 2: AMC of 2 TR Window AC's (As details mentioned in Scope of Work, Annexure-I) (Price to be quoted inclusive of all, complete in all respect)**

Quantity: 2 Numbers

Basic Price / 1 Number:

Other Charges (If any):

GST/ 1 Number:

Total Price including all for 1 Number:

Total Price for 2 Numbers on 'FOR India Govt. Mint, Kolkata' basis:

Total Price for 2 Numbers on 'FOR India Govt. Mint, Kolkata' basis in words:

### **Schedule 3: AMC of 22 TR Ductable Packaged AC (As details mentioned in Scope of Work, Annexure-I) (Price to be quoted inclusive of all, complete in all respect)**

Quantity: 3 Numbers

Basic Price / 1 Number:

Other Charges (If any):

GST/ 1 Number:

Total Price including all for 1 Number:

Total Price for 3 Numbers on 'FOR India Govt. Mint, Kolkata' basis:

Total Price for 3 Numbers on 'FOR India Govt. Mint, Kolkata' basis in words:

### **Schedule 4: AMC of 2 TR Split AC's (As details mentioned in Scope of Work, Annexure-I) (Price to be quoted inclusive of all, complete in all respect)**

Quantity: 9 Numbers

Basic Price / 1 Number:

Other Charges (If any):

GST/ 1 Number:

Total Price including all for 1 Number:

Total Price for 9 Numbers on 'FOR India Govt. Mint, Kolkata' basis:

Total Price for 9 Numbers on 'FOR India Govt. Mint, Kolkata' basis in words:

**Schedule 5: AMC of 1.5 TR Window AC's (As details mentioned in Scope of Work, Annexure-I)  
(Price to be quoted inclusive of all, complete in all respect)**

Quantity: 17 Numbers

Basic Price / 1 Number:

Other Charges (If any):

GST/ 1 Number:

Total Price including all for 1 Number:

Total Price for 17 Numbers on 'FOR India Govt. Mint, Kolkata' basis:

Total Price for 17 Numbers on 'FOR India Govt. Mint, Kolkata' basis in words:

**Schedule 6: AMC of 1.5 TR Split AC's (As details mentioned in Scope of Work, Annexure-I) (Price to be quoted inclusive of all, complete in all respect)**

Quantity: 42 Numbers

Basic Price / 1 Number:

Other Charges (If any):

GST/ 1 Number:

Total Price including all for 1 Number:

Total Price for 42 Numbers on 'FOR India Govt. Mint, Kolkata' basis:

Total Price for 42 Numbers on 'FOR India Govt. Mint, Kolkata' basis in words:

**Grand total price for Schedule 1 to Schedule 6:  
Grand total price for Schedule 1 to Schedule 6 in words :**

Abbreviation "FOR" Free on Rail (i.e: Landed cost to the India Govt. Mint, Kolkata inclusive of all taxes & duties), "IGM" India Govt. Mint.

NOTE :

1. Bidder to furnish stipulated documents along with tender in support of fulfillment of tender criteria. Further correspondence in this regard will not be entertained for any reason. Non-submission or incomplete submission of documents may lead to rejection of offer.

2. L1 firm will be declared from valid offers only those who submitted offer as per specification & as per all terms & condition of the tender. If there is any deviation in specification & if the offer is not found as per terms &

condition of the tender, their offer will be treated as invalid/unresponsive offer.

3. Price to be mentioned only in price bid not in Techno commercial bid or any other place. If it is mentioned any other part other than price bid, the offer will be rejected.